

Memorandum

TO: Distribution List

FROM: Bryan Tippie, Budget Director

DATE: July 20, 2006

Re: Minutes of the July 13, 2006 Finance Committee Meeting **AMENDED**
See Consent Agenda Transfer #1



Committee Members present: Mr. Ray Graham and Mr. Bill Downey

The Finance Committee met on July 13, 2006, at 10:00 a.m. in the Warren Green Building, 2nd Floor Conference Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

County Treasurer's Report: Beth Ledgerton, Treasurer, presented the Treasurer's Report for the Finance Committee's consideration.

County Attorney's Report: Kevin Burke, County Attorney, presented the County Attorney's Report for the Finance Committee's consideration.

Consent Agenda

Supplemental Appropriations:

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted.

FY 2006

- 1. Fire & Emergency Services (F&ES) - \$315**
 - a. \$315 from miscellaneous revenue was approved for appropriation for service rendered at various County functions.
 - b. \$1,980 from Fire and Rescue Association was approved for appropriation to F&ES for training classes.
- 2. Fire and Rescue Association (F&RA) - \$64,919**
 - a. \$23,291 from Four-For-Life State funds and \$41,628 from State Department Fire Programs was approved for appropriation to F&RA Companies budget line for these programs.
 - b. \$1,165 from miscellaneous revenue for Firefighter/EMT training supplies was approved for appropriation to F&RA training supplies code.
 - c. \$23 from miscellaneous revenue from the sale of Cardiopulmonary Resuscitation supplies was approved for appropriation to F&RA supply code.
 - d. \$105 from miscellaneous revenue from the sale of straps and stabilizers for the 800 MHz radios to the volunteer companies was approved for appropriation to F&RA supplies code.

3. Environmental Services - \$1,000

\$1,000 from insurance recovery was approved for appropriation for repairs on a damaged New Baltimore convenience site waste container.

4. Commonwealth's Attorney's Office - \$199

\$199 from State Seizure funds was approved for appropriation to the Commonwealth's Attorney's budget.

5. Sheriff's Office - \$29,519

- a. \$20,239 from a Federal Department of Motor Vehicle Grant was approved for appropriation for in car video cameras.
- b. \$3,780 from a Federal Department of Motor Vehicle Grant was approved for appropriation for special enforcement of major roads in the County.
- c. \$5,500 from a Federal Bulletproof Vest Partnership Grant was approved for purchase of bulletproof vests.

FY 2007

6. Fire and Emergency Services - \$43,585

\$43,585 from a Federal Homeland Security Grant was approved for appropriation to purchase first responder preparedness items.

FY 2006

Transfers:

1. F&ES - \$26,321 AMENDED*

\$26,321 from Federal Homeland Security Grant was approved for transfer from F&ES to the Sheriff's Office for the Mobil Data Terminal Project

2. F&RA - \$64,282

\$64,282 from New Baltimore and Catlett Volunteer Fire Department (VFD) capital construction appropriations were approved for transfer to the Remington VFD project. Construction for New Baltimore and Catlett facilities will not be delayed due to this transfer.

***This transfer was omitted from the July Finance Committee Minutes. Action was approved by the Board of Supervisors on 8/10/06.**

Regular Agenda

Supplemental Appropriations:

FY 2006

1. Fire & Emergency Services - \$1,066

\$1,066 from the sale of training class text books was approved for appropriation to F&RA to support the cost of the text books.

2. Sheriff's Office - \$19,982

- a. \$14,161 from a Federal Byrne Grant was approved for appropriation to the Sheriff's Office for medical / lab and other Sheriff's supplies.
- b. \$5,821 from a Federal Alcohol, Tobacco, Firearms & Explosives (ATF) Memorandum of Understanding was approved for appropriation to the Sheriff's Office for support provided related to an ATF case.

3. Fleet Maintenance - \$740,000

\$740,000 from fuel charges was approved for appropriation to Fleet Maintenance to support fuel expenses.

4. Airport - \$2,500,000

\$2,500,000 from the Airport Fund Balance was approved for appropriation for land purchases and construction issues.

5. Piedmont Environmental Council - \$50,000

\$50,000, donation from the Piedmont Environmental Council regarding Rappahannock Landing, was approved for appropriation to the Capital Fund Construction Reserves.

Transfers:

FY 2007

1. Sheriff's Office - \$102,794

- a. \$102,794 was requested for transfer from the Contingency Reserve to convert three part time temporary deputies to full time permanent Courthouse Security positions. The Finance Committee approved the conversion, however, no additional funding was provided. If at the end of FY 2007 additional funds for this action are necessary, they will be provided at that time.
- b. \$55,036 from the Sheriff's Office temporary salary line was approved for transfer to the full time salary line to offset a portion of the Courthouse Security position's expenses approved above.

Other:

School Division

The lease for the Alice Jane Childs Building, 4th Floor, was discussed and was requested to be brought back to the Finance Committee in August. Also included in the discussion was School Division's funding for employee healthcare and what possible impact it may have. Further review of this issue will take place over the next few weeks.

Comments:

1. Finance: Vivian McGettigan, Finance Director

- a. Health Insurance – Health insurance costs for June increased 7.3% over same period in the prior year. Average monthly expenditure for FY 2006 was \$1,033,287.

- b. A Vehicle Accident Summary for FY 2006 was provided for the Finance Committee's information.
- 2. **Budget: Bryan Tippie, Budget Director**
 - a. Revenue Report – Estimated revenue for FY 2006 is approximately \$425,000 more than the amended FY 2006 budget. The difference is less than a 1% difference.
 - b. Airport Position - A part time permanent position at the Airport and the hours provided by a County full time permanent position have been combined to create a full time permanent Administrative Specialist. The position will be supported by the Airport Fund.
- 3. **Commissioner of Revenue Office: Ross D'Urso, Commissioner of Revenue**
 - a. Personal Property Tax Relief (PPTR) Report – A Public Hearing and a Resolution to set the FY07 percentage for Personal Property Tax Relief will be on the August Board of Supervisors (BOS) Agenda. Expiration date for delinquent 2005 and prior years is September 1.
 - b. Land Use Program – Every six years the BOS can charge a revalidation fee for parcels in the Land Use Program, but the fee cannot exceed the application fee currently charged by the locality. A request to set rates will also be on the BOS Agenda for August.
- 4. **Parks & Recreation: Larry Miller, Director**

Lake Brittle – Mr. Miller indicated a very good possibility exists that the Virginia Division Game and Inland Fisheries will allow the County to gate Lake Brittle between the hours of midnight to six a.m. He also indicated the County might be interested in acquiring a parcel of land and house at Lake Brittle. Further research and discussions are planned on this issue.
- 5. **County Administration: Paul McCulla, County Administrator**

Virginia Association of Counties (VACo) – VACo requested a \$1,000 donation/contribution from Fauquier County. This request was denied by the Finance Committee.

**The next Finance Committee Meeting will be
August 3, 2006 at 4:00 p.m.**